

STELLA MARIS COLLEGE, (AUTONOMOUS), CHENNAI - 86.
(For candidates admitted during the academic year 2011 & thereafter)

SUBJECT CODE: 11CM/GE/PM44

END SEMESTER EXAMINATION, APRIL 2015

PERSONNEL MANAGEMENT

COURSE : GENERAL ELECTIVES
PAPER : PERSONNEL MANAGEMENT

TIME : 3 Hrs.
MARK : 100

SECTION – A

ANSWER ALL THE QUESTIONS:

(10 x 3 = 30)

1. Define Personnel Management.
2. State the need for Performance Appraisal.
3. Write a short note on vestibule training.
4. What is Recruitment?
5. What are fringe benefits?
6. How does promotion differ from transfer?
7. List the qualities of a successful leader.
8. What is Motivation?
9. State any three objectives of Personnel Management.
10. What is an Application Blank?

SECTION – B

ANSWER ANY FIVE QUESTIONS:

(5 x 6 = 30)

11. Discuss the external sources of recruitment.
12. Discuss the significant factors which influence wages and salary.
13. Write short notes on any two types of Fringe benefits.
14. Explain the need and importance of training.
15. Write short notes on any two types of leaders and their traits.
16. Explain the merits and demerits of seniority as a basis of promotion.
17. Define Training. Explain the main techniques used in off-the-job training.
18. What is manpower planning? Discuss the elements of manpower planning.

SECTION – C

ANSWER ANY TWO QUESTIONS:

(2 x 20 = 40)

19. Explain the functions of Personnel Management.
20. What is Performance Appraisal? Explain the methods of Performance Appraisal.
21. Explain in detail the steps involved in the Selection Procedure.
22. Critically examine Maslow's theory of motivation.